

**SUMMARY OF THE  
FIELD ACTIVITIES COMMITTEE MEETING  
MAY 18, 2000**

The Field Activities (FA) Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference on Thursday, May 18, 2000, from 1:00 to 1:50 p.m. Eastern Daylight Time (EDT). The meeting was led by the committee chair, Mr. Daniel Bivins of the U.S. Environmental Protection Agency (EPA). A list of action items is given in Attachment A. A list of participants is given in Attachment B. *The purpose of the meeting was to continue discussions of action items from the April 18th meeting and to take up new agenda items.*

**INTRODUCTIONS**

Mr. Bivins opened the meeting by asking the attendees to introduce themselves to announce their presence at the teleconference. Dr. Kenneth Jackson, official liaison to the committee from the Board of Directors (BoD), also participated in the call. Mr. Bivins reviewed the meeting agenda and listed the action items for discussion.

**REPORT FROM RECENT NELAC BOARD OF DIRECTORS' MEETING**

Mr. Bivins met with the BoD and described recent communiques that support and oppose the Measurement of Source Emissions (MSE) draft standards. The biggest concerns seem to be the level of specificity in the MSE standard and the expected additional costs to small businesses to participate. The BoD decided to send a letter to Dr. Wilson Hershey, Chair of the Environmental Laboratory Advisory Board (ELAB), to provide background information and solicit ELAB's input. One of ELAB's functions is to get private sector input on the NELAC Standards. ELAB is expected to form a subcommittee to investigate the concerns and solicit input from private sector laboratories and stack testing firms.

**DISCUSSION TOPICS**

**Draft Introduction to NELAC Field Activities Standards, Chapter 7**

The draft version is complete and is posted on the NELAC Website.

**Revision and Distribution of General Sampling Standard**

The revisions have been completed for the General Sampling Standard and it was submitted on May 2, 2000 for posting on the NELAC Website. Dr. Simmons said the general standard was ready to go to the committee at the Sixth NELAC Annual Meeting (NELAC VI).

## **Measurement of Source Emissions Standard**

The MSE Standard is in outline form at this moment and will not be posted on the NELAC Website immediately. Input to the MSE standard is expected from sources outside of NELAC. Mr. Bivins plans to hold a 2-day meeting with the MSE subcommittee and Mr. Scott Evans during the period of June 5-16, 2000. Committee members remarked that having such a meeting is a good idea and a way to begin to achieve consensus. Information from this 2-day meeting will be shared with the full FA committee for discussion prior to NELAC VI.

## **Mobile Laboratory Issues**

Mr. Bivins noted that the Accreditation Process (AP) Committee had recently sent the FA committee a report on accreditation of mobile laboratories which will be part of the proposed Chapter 4 NELAC Standards. Although the language of the accreditation process for mobile laboratories was an improvement over earlier statements, the committee still had concerns about the wording and its effects on companies that use the mobile laboratories for multiple purposes and keep them at sites for short periods of time. The time frame for administering the PT samples may be too short for some jobs that are done on short notice. It was suggested that the language be studied further and that recommendations be sent back to the AP committee. One committee member suggested a move toward an overall accreditation process in which the central or home laboratory that supports the mobile laboratories is assessed. This approach has been considered in the past. However, issues of unfair competition and relative costs must also be considered when considering central laboratory and mobile laboratory accreditation scenarios. Two committee members were asked to draft new language for consideration by the AP Committee.

## **NEXT MEETING**

The next meeting of the committee is scheduled for Friday, June 23, 2000. The teleconference will begin at 10:30 a.m . EDT. The call-in number and agenda will be sent to committee members.

**Action Items  
Field Activities Committee Meeting  
May 18, 2000**

| <b>Item No.</b> | <b>Action</b>   | <b>Date to be Completed</b> |
|-----------------|---|-----------------------------|
| 1.              | Notify Accreditation Process Committee chair of FA Committee concerns on language of Chapter 4 (mobile laboratories) (Bivins) | May 19                      |
| 2.              | Submit revised language on Chapter 4 (mobile laboratories) to D. Bivins (Law, Simmons)  | May 23                      |
| 3.              | Review revised language of Chapter 4 and send to AP Committee Chair (Bivins)  | May 26                      |
| 4.              | Arrange and conduct 2-day meeting of FA's MSE subcommittee and concerned NELAC participants (Bivins)                          | In June                     |
| 5.              | Compile results of above 2-day meeting and send to FA committee members (Bivins)  | Prior to June 23            |

**Participants  
Field Activities Committee Meeting  
May 18, 2000**

| <b>Name</b>                               | <b>Affiliation</b>                        | <b>Address</b>  |
|---|---|---|
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